# Program Viability Committee Summary

November 9, 2023 10:00 a.m. to 11:30 a.m. – Zoom

Members present: Garrett Rieck (Noncredit Faculty), Tricia George (Humanities/Interim Curriculum Committee Chair), Jason Burgdorfer (MSHP-MSE), Ellie DWingo (ASG, Student VP President Inter Club Council), Jennifer Paris (ECE), Hestia Sartika (ASG, Student Trustee), Jesse Vera (MESA Counselor) *proxy for Julie Hovden*, Justin Hunt (NETECH), Karl Striepe (Political Science)

Guests: Marilyn Jimenez (Academic Senate Administrative Assistant), Karl Striepe (Political Science), Dianne Avery (Academic Innovation & Const. Ed. PPL), Lak Dhillon (Diagnostic Medical Sonography Faculty Director), Harriet Happel (Dean, Career Ed, Integrative Learning, & Emp. Center), Heather Dotter (Dean, Health Professions), Paul Wickline (Associate VP, Instruction/*Designed on for Dr. Omar Torres*), Andy McCutcheon (Dean, Humanities & SBS), Jeff Baker (Animation), Jennifer Thompson (Librarian), Katie Coleman (Sociology)

## I. Routine Matters
1. Call to order: 10:04 am
2. Approval of the 10/26/2023 meeting minutes
    i. Motion to approve the meeting minutes by Karl Stripe seconded by Jennifer Paris. Unanimous. Approved.
3. Approval of the Agenda
    i. Motion to approve the agenda by Jennifer Paris seconded by Jesse Vera. Unanimous. Approved.

## II. Discussion
1. Program Initiation: Virtual Production in Animation – Harriet Happel and Jeff Baker
    i. **Extended vs. Augmented Reality:** This program initiation includes two programs, extended reality which is immerse technology where student interact with the environment with goggles and augmented reality, this is the graphics overlaid over the physical world. This is similar to goggle glasses . This program will train students in creating these environments using the software in the labs.
    ii. **Certificate Program:** This program is for a certificate of achievement with a sequence of 5 classes.
        1. 3 classes in Art & Animation already exist. These are 100 level classes in *3D Modeling and Surfacing*, *Computer Animation* and *Realtime Art & Animation.*
        2. 2 classes will need to be created. This will include a new class in *Design for Extended Reality* and *Projects in Extended Reality*.
    iii. **Academic Program Pathway:** Students could take 3 classes the first semester and 2 classes the second semester. This would cover proper design techniques and how to go about planning and designing. The next semester would be 2 classes which includes the *Real Time Art* & *Animation.* The second class would be a Project Base Learning (PBL) class and students would work on creating one extended reality.
    iv. **Combining Animation & Computer Networking:** It would be great if classes would be in conjunction with *Programing* and *Computer Networking*. Jeff reached out to Justin Hunt, and Justin is interested on creating a similar track in *Computer Networking* that covers similar course structure and sequence and so

students could get together to create the final project. This is not a cross listed course but more so to create a Certificate of Art and Achievement in Extended Reality and Computer Science or Networking.

v. **MIT Emeritus Online:** Both Jeff and Justin are a class in winter session from the MIT Emeritus online program in *Designing for Extended Reality*. This course will help clarify what needs to be taught. The hope is to create a dual track certificate where both Animation and Computer Networking can work together.

vi. **Budget Program Form:** Every program starting in spring 24 will be required to use this form, however this is being piloted for fall 23. Special thanks to Jason Hinkle for creating the form. The form does not require too much information to be entered. The form includes a questionnaire, pro-forma summary and data details.

1. Questionnaire on Expenses: The form includes information on the certificate program, 1 year, 3 TLUS per course. MEA courses have 25 students, 6 courses a year with 1 cohort. Average percentage of new students. This would not lead to taking on GE courses. The form includes estimates of how many new students will take lecture and lab. This falls into success metrics with a completion of 9 CTE units for SWF funding. Estimating a 70% award rate which follows institutional average. Supplies such as googles, and maintenance was also included. This also includes 1 year of marketing. Pricing, such as purchasing googles for each student. The googles will stay with the courses.

2. Pro forma summary: Within the $1^{st}$ year this program will generative revenue. Expenses are outlined at approximately 96,000 in revenue and 27,000 in expenses. Marketing expenses will go down by year 3-4. There is an annual net gain over the 4-year projection. The data includes information for FTES. There will be some programs breaking even or losing money. This is not the sole determinate of approving a project but another tool to evaluate a program. Special thanks to Jeff and Harriet for using this form.

vii. **Human Resources:** There is no need for new faculty or lab tech and this is the same thing for networking. This is brand new technology and gives students the fundamentally skills for designing the technology. This is the coding area with Justin and the front-end design aspects with Jeff. On the ART side, Jeff will teach, or someone may be hired out of industry so they can use their expertise. Jeff hasn't used technology in a commercial way.

viii. **Course Modality:** The program prefers in person modality as opposed to OnLive. The intent would be to have the software available online. There can be a DLA. In NETECH, all program courses will be in Hyflex.

ix. **Physical Resources:** All that is needed is the virtual reality goggles and some software updates. The program will be using the existing software in place. The hardware/software would be purchase in Net Tech. All software is now integrated into the existing software. On Net Tech, open-source software would be used.

x. **Cost:** Cost is very low. May need to budget for technology and training as technology keeps changing. The preference would be to hire an adjunct especially for the last class as many would go into technical aspects. Jeff will also take classes via MIT or another format. Across CTE there is much Prof Dev. funds

available as faculty need to stay current due to the emerging technology. In Perkins there is 50K and in SWF there is 50K for training that comes up. If related to accreditation or new program, then that is done by that program within both of those funding sources.

xi. **Students transitions from MEA to NETECH:** There will be both sets of students coming together to create both sets of projects. So that the programing and art students learn proper design techniques and extended reality. There are some students who are dual major, computer science and computer animation. There was an idea to combine courses for a combine program certificate. The CoA is eligible for

xii. **Ethical Concerns:** There are ethical concerns with blending reality with augmented reality. In the future could the program work with humanities and social sciences so that student can have help with understanding and the ethical choices involved. This program could be taken beyond the certificate to a full-blown degree program in which there could a course on the history and ethnics of extended reality. Some areas on ethics are discussed in the *Mass, Media & Society course*.

xiii. **LA City College & Glendale College Program:** LACC is using an off the shelf program to teach EON reality. Glendale entered partnership with DreamWorks to create a virtual reality studio. In the Bay Area there is a huge consortium of colleges, and each teach some of the classes. COC is conversation with Shadow box studios and Hollywood CPR who are building in SCV. There is industry support for this program.

xiv. This program will now go to the Curriculum Committee for the final read. A proposal for a certificate will need to be created.

xv. **Motion** to approve the program initiation for Extended Reality by Elie De Wingo seconded by Jesse Vera. Unanimous. Approved.

2. Program Initiation: Ethnic studies – Katie Coleman, Tricia George, Dora Lozano, Graciela Martinez, Jennifer Thompson, and Jesse Vera

i. **Legislation and why must have Ethnic Studies**: This is due to AB 1040, AB 1460, AB 298 and BOG Revision to Title 5.

ii. **History Timeline:** In fall 2020, 10 courses were submitted for area F for cross listing and only one was approved, Political Science 290. A total of 15 – 16 courses submitted again and all denied for not meeting the criteria for Ethic Studies. Many courses were from sociology. In summer 2022 history 116 and 117 were submitted 3 times and all denied three times. In Area D, Social Science, for IGETC, three courses were submitted for Ethnic Studies 101, Psychology 167 and MUSC 109 all denied. Ethnic Studies 101 is serving students in Area D, Social Sciences for IGETC and is CSU/UC transferable for 3 units. This is not one of the four autonomous areas in Ethnic Studies. Colleges are having to approve courses for area F, who are developing Ethnic Studies departments.

iii. **Cross listing of Courses:** This has been seen as an encroachment on the academic discipline as MQ's were more clearly outlined.

iv. **Resolutions to Title 5:** This resolution passed in fall 23 by the Board of Governors to add ethnic studies to area F, GE.

v. **Department Proposal/Structure/Faculty Needed:** A dean is needed for this proposal. Andy McCutcheon attended the ASC meeting regarding the request for 2 full-time faculty members.

vi. **Four Autonomous Areas:** All are separate autonomous areas, each with their own experts in each discipline. This includes Chicano/a/x studies Latino/a/x, African American Studies/Black Studies, Asian American Studies and Native American/Indigenous Studies. The structure was mirror similar to Modern Languages.

vii. **Human Resources Needs:** There are 0 full time faculty but there is 1 adjunct instructor teaching Ethic Studies. The adjuncts expertise is in Chicano/a/x studies. The request for a new full-time faculty member is urgent. Garret will work with David and the ASC. A full-time or part-time faculty member is also needed so they can accept MQ's for other faculty. A full-time faculty member can serve as department chair and do some teaching.

viii. **Why Ethnic studies at COC?** This meets Accreditation and area F requirements. Spring 24 will be the last time semester Political Science 190 will be considered as a cross listed course. The Ethnics Studies 101 and 103, Chicano/a/x and African American studies were all submitted to the Curriculum Committee. These courses will also be submitted in December for Area F. All courses were designed by expert faculty in neighboring colleges. These new courses may increase FTEs and make COC more competitive. COC is also part of the CDC and is building relationships with the dual enrollment, having courses online creates more availability and accessibility.

ix. **Not enough course offerings at COC:** Until COC has these Ethnic Studies course, COC will lose students as they will find courses at other colleges. Demand for classes has increase. Two more classes were added for Political Science for spring and winter session, both immediately filled. The demand and need is too much for COC to meet. In counseling students are being referred to other neighboring schools.

x. **Other Ethnic Studies Courses:** Besides Ethnic studies 101, 3 4 and 5 there may be other course offerings available for students to take. Within the 4 autonomous areas other CCC's are offering courses in Chicano/a/x, Latino/a/x, African American/Black studies, Asian American, and Native American studies.

xi. **Ethnic Studies Courses at other CCC's:** Glendale, LACC and LAVC all have, under the umbrella of Ethnic Studies, 4 autonomous areas and have course offering, they're enrollment is incredible. The current focus is with the Ethnic Studies 101 at COC. At LAVC, LACC & GCC if they didn't meet the Area F requirement, they are re-writing in GCC to have courses approved. This is the *Women of Color in History* course. Pasadena City College had 17 COR's approved for Area F, and they have done some cross listing. This is ok to do with an "and" but not with an "or." If the MQ's are for both areas, then that can be submitted for Area F approval.

xii. **Next Steps**: There are two requests, 1.) An associate degree in Ethnic Studies and the 2.) Request to create a new department in Ethnic Studies. The committee discussed voting on the request to create a new department in spring 2024. The committee would like to wait to hear back from ASC. As a clarification the district is required to have courses but not a degree. The district is choosing to have a degree.

   1. **NEW! AA in Ethnic Studies & Ethnic Studies 101 Course**: This will be a requirement for transfer and for local degrees. Due to these courses being in a GE area they can be approved more quickly in curriculum

Committee. The courses listings being proposed as part of the AA degree are preliminary and not finalized. There may be other courses floating that can be included. The size of this program since this is a degree req for transfer and local. The comparable in Eng. 101 and both areas more than 30 sections a semester.

2. **NEW! Ethnic Studies Department Chair**: The new department chair will require re-assign time due to the unique workload that will include teaching and curriculum development. For the first semester there will not be any data and the department will be placed in lowest point category which is 20%. However, once it is approved the percentage of re-assign time will grow. Contractually COCFA only reviews re-assign every 2 years, but an MOU may be needed.

3. **Library Resources Needed:** May need a library collection for the new program and there will be many sections due to the demand.

xiii. **Motion** to approve the program initiation for Ethnic Studies by Jesse Vera, seconded by Ellie DiWingo. Unanimous. Approved.

3. PV semester overview:
   i. **Summary of PV Work for Fall 23**: There was a *Drafting for Entertainment* program was approved and a CWE to WE dept name change proposal. All work on Recreation Management was completed. There was a report from the Fire Academy Program presented, two program proposal for Extended Reality and Ethnic Studies.
   ii. **PV Reports for Spring 24**: There will be between 6-10 reports to for spring 2024, these include Ceramics and Ethnic Studies.
   iii. New PV Committee Members: Jason Hinkle, Erin Tague and Jim Temple will join PV in spring 24. There may also be some At-Large members. All forms will be updated such as the report form for program revitalization and modification.
   iv. Specials thanks to all PV Committee members and all faculty for all their work.

III. **Adjournment:** 11: 40 am